

Helena JSEC Meeting Minutes

April 21, 2010

Members Present:

Carolyn DeYoung	BCBS of Montana
Robert Ward	Enterprise Holdings
Alan Thompson	UM Helena-College of Technology
Larry Westfall	L & S Teambuilders
Pat Roth	Glacier Bancorp, Inc.
Cathy Wood	Student Assistance Foundation
Darlene Chamberlin	Helena High School
Tina Whitaker	MT Committee for ESGR
Charles Geary	Department of Corrections
Tom Antonick	Office of Public Instruction
Sandy Hamlin	Helena Job Service Workforce Center
Dave Laber	Helena Job Service Workforce Center

Introductions: All in attendance introduced themselves and the company they represent. We welcomed a new member, Tom Antonick, HR Manager for the Office of Public Instruction. Sandy passed the membership list around and asked everyone to check and make sure their information was accurate.

Minutes: Charles motioned and Sandy seconded that the minutes Dave L. submitted be approved as written - passed.

Treasurer Report: Robert stated the Mike Bullock Scholarship fund has \$271.86, and our JSEC account is at \$6,252.41.

Scholarship Report: Tina reported that we received six application packets for the Mike Bullock Scholarship this year. All of the candidates met the criteria and all carried around a 3.0. None of the applications were incomplete as in previous years. Alan added that all the applicants had challenges and showed a lot of volunteer work. Cassandra Putnam is the winner, and second place was Miranda Clark. Tina said next year the Scholarship Committee will meet to tweak their evaluation process so they are judging on more of the same criteria. Tina thought this year's applicants had more of a perception of adversity vs. real adversity. Darlene wondered whether we needed to improve our definition of adversity. Tina noted that adversity is talked about quite a bit in the Scholarship packet. Carolyn added that we don't want to have students not apply because they don't feel what they have been through is enough. It is a teen perspective. They may have grown up thinking this is the way life is, and might not even think they have any adversity. Sandy mentioned that she has permanent files for applicants when the Committee is finished with the applications. JSEC Committee Members are free to look at the applications if they would like. Tina will create a letter to remind Cassandra that we need proof of enrollment before issuing the check. Cassandra and her family will be invited to attend our next meeting on May 26, 2010 where we will present the large dummy check and certificate. Tina reminded us that next year Cassandra will be the first recipient of the extended scholarship. The group recognized the Scholarship Committee for their work with a round of applause.

Innovation in Business Conference: Sandy asked if anyone was planning on going to the Innovation in Business Conference in Billings on May 17th, 18th, and 19th. Carolyn and Sandy will

attend. Tina has a conference in Havre but will see what she can work out. Sandy suggested that we pay the registration fee for JSEC members who wanted to go. The registration fee is \$150.00, plus they have motel, travel, and a meal or two. Last year we got \$50.00 off the registration fee because we were the host community, and we did pay for a member to go when it was held in Great Falls. Carolyn is a voting member of the MSEC and is encouraged to be there. No one else showed an interest in going at the time, so the Committee voted to give Carolyn \$150.00 for her registration fee. She will e-mail Robert and let him know who to make the check out to and he will drop it in the mail.

Sandy asked for ideas on what to send to the conference for a silent auction item. This auction helps support the Montana State Employers Council (MSEC). She also handed out some raffle tickets. As a JSEC committee, we are encouraged to sell raffle tickets for the conference. Thanks to everyone for supporting this event.

Employer Panel: Carolyn explained how the 'Employer Panel' worked. Basically addressing employer preferences for resumes, cover letters, application, etc. Sandy asked if anyone would be opposed to our office videotaping the session. The panel will be held at the Helena Job Service sometime in early June. Sandy will send out an e-mail to determine who is interested in participating on the panel.

Resume Critiques: Darlene handed out about 15 copies of student resumes for the members to critique. She asked for comments on the general appearance, neatness and overall comments. Discussion followed.

Employer Awards: Darlene had one of her students work on the flyer. Everyone received a copy of what he came up with. For less confusion, Charles suggested we have only one email address for folks to send nominations to. Nominations will be submitted to Sandy's e-mail address - shamlin@mt.gov Dave wanted to come to an agreement on the name, and the final decision was Helena's Outstanding Employer Award. There was also discussion on the frequency of the award. It was decided yearly to start with. We will add a submittal deadline to the flyer, which will be October 1. Tina suggested that if this was a JSEC award, the JSEC name should be more visible. Sandy will send Darlene a copy of the JSEC logo she has. Pat suggested some placement changes on the flyer to make JSEC more visible. Darlene asked how we were going to recognize the winner. Larry suggested we have a traveling plaque with each year's winner on it. Dave offered that we don't have to nail down what we are going to give them at this point in time. We also decided that nominations should be one page max. We talked about having the award include the service delivery area of the Helena Job Service; however, it was decided to stay with just Helena for now. Darlene will have her student revise and get the final copy back to the subcommittee. We will start distributing them this summer.

Hidden Agenda: Charles initiated a discussion on the recent Helena Career Fair. Alan said there were fewer vendors, but they were pleased with the participation of job seekers. Alan would like to encourage the IR to hold the Helena Career Fair on a different day than the Great Falls Fair. Carolyn said they were coordinated at one time. All agreed that earlier planning would be beneficial.

Larry distributed some raffle tickets from the 'Going to the Sun Rally'. The group raises money for veterans to help cover medical costs that are not already covered. The drawing for a corvette is not until September. Tickets can be bought or we can take some to sell. Meeting was adjourned.